

# **FISCAL NOTE**

## **HB 1103 - SB 1667**

April 4, 2003

### **SUMMARY OF BILL:**

1. Establishes a civil service system for support staff in public institutions of higher education which includes those employees who are neither faculty nor executive, administrative or professional staff of the state university and community college system or the University of Tennessee as follows:
  - Each institution shall create a civil service board composed of three members selected by the board of trustees of such institution. Each institution shall determine the length of term, qualifications, and compensation, if any, of each board member. Each board would be required to:
    - Make investigations concerning the enforcement and effect of this provision.
    - Hear and determine appeals and complaints respecting the administration of this provision.
    - Establish and maintain a roster of all employees of the classified service showing their position, rank, compensation and place of residence.
    - Formulate and hold competitive tests to determine the qualifications of persons who seek employment and establish employment lists of eligibles for the various positions.
    - Establish records of performance and a system of service ratings for use in determining promotions , layoffs and reemployment.
    - Determine all fringe benefits.
2. Provides that preliminary tests are not required for any person employed in a support staff position for more than six months at the time this bill becomes effective. However, the requirements of the civil service system would be applicable to such employees thereafter.

### **ESTIMATED FISCAL IMPACT:**

**Increase State Expenditures -      \$640,000 One-Time**  
**\$1,120,000 Recurring**

Estimate assumes that implementing a civil service system for support staff employees would require each higher education institution to do the following:

- Develop procedures for such civil service system;
- Conduct training for Human Resource staff;
- Develop new integrated computer systems;
- Conduct training for all affected staff; and
- Hire permanent staff to support the process.

<b>Increase State Expenditures</b>	<u>Recurring</u>	<u>One-Time</u>	<u>Total</u>
University of Tennessee	\$ 280,000	\$ 220,000	\$ 500,000
Tennessee Board of Regents	840,000	420,000	1,260,000
Total	<u>\$1,120,000</u>	<u>\$ 640,000</u>	<u>\$1,760,000</u>

## **CERTIFICATION:**

This is to duly certify that the information contained herein is true and correct to the best of my knowledge.



James A. Davenport, Executive Director